



ACTON PLANNING BOARD

DRAFT

Minutes of Meeting

October 2, 2012

Town Hall – Faulkner Room 204

Planning Board members attending: Mr. Ryan Bettez (Chairman), Mr. Jeff Clymer (Vice Chair), Ms. Margaret Woolley Busse (Clerk), Mr. Ray Yacouby, Ms. Kim Montella and Mr. Derrick Chin. Also present: Planning Director Mr. Roland Bartl, Assistant Planner Ms. Kristen Domurad-Guichard, and Planning Board Secretary Ms. Kim Gorman.

Absent: Mr. Roland Bourdon and associate member Mr. Rob Bukowski.

Mr. Bettez called the meeting to order at 7:32 PM.

I. Citizens Concerns

None raised.

II. Consent Agenda

The draft minutes of 8/21/2012 were approved as amended; 2nd; all in favor.

III. Reports

EDC: Mr. Chin reported the committee met with HDC regarding businesses obtaining signage within the historic districts. HDC had given good suggestions and created a flow chart instructional sheet.

WRAC: Mr. Clymer reported the committee is closer to completing their draft bylaw

Acton 2020: Ms. Busse reported a new recruit is interested and has applied to the VCC. There are spaces available; more people are needed.

DRB: Ms. Montella reported the committee met with the applicants of the Post Office Crossing 40B Project. The committee reviewed their application and home designs. The committee gave suggestions on pavement areas, construction costs and retaining walls. Ms. Montella stated the applicant is returning to DRB for a 2nd review.

IV. PH - 107 Great Road – Wetherbee Plaza II Sign Special Permit

Mr. Bettez opened the 107 Great Road Wetherbee Plaza II Sign Special Permit application public hearing. Mr. Thomas Fleming, representative for Wetherbee Plaza II was present. Mr. Fleming explained he has filed an application to request a special permit to install a freestanding monument sign at this location. The sign will be 8' wide by 5' high and 6" deep (40 square feet). The sign will be located in front of the building within a landscaped area of fencing and shrubs. Mr. Fleming stated that per the staff comments the existing signage violations will be removed and/or brought into compliance before the freestanding sign is installed.

Board members questions and comments:

The new freestanding sign looks nice and it is straight forward.

Will the sign be perpendicular to the road? Applicant: Yes, it is a 2-sided sign.

Mr. Yacouby moved to close the public hearing, 2nd, all in favor.

Mr. Yacouby motioned to remove Mr. Bukowski's name on the decision. Mr. Yacouby moved to approve decision as amended, Mr. Clymer 2nd; all in favor.

Vote: Mr. Bettez, Mr. Clymer, Mr. Yacouby, Ms. Busse, Ms. Montella and Mr. Chin. Motion carried 6-0.

V. PH – 50 Powder Mill Road – Village Subaru SSP (being continued to 10/16 at 8:45pm)

Mr. Bettez opened and immediately moved to continue the Village Subaru Sign Special Permit application public hearing to October 16, 2012 at 8:15pm in Room 204, Mr. Yacouby 2nd; all in favor.

VI. PH – Verizon Wireless Sign Special Permit – 295 Main Street

Mr. Bettez re-opened the public hearing at 8:20 PM.

Due to a lack of a quorum of members to vote, the public hearing on 9/18/12 was audio recorded for absent members to listen and vote. Mr. Yacouby and Mr. Chin completed and each signed the Certification under Ch. 79 of the Acts of 2006 ("Mullin Rule") stating they have listened to the audio recording and examined all documents pertaining to the public hearing.

Board members reviewed and discussed the draft decision.

Mr. Yacouby moved to close the public hearing, 2nd, all in favor.

Mr. Yacouby motioned to add Mr. Yacouby, Mr. Chin and Mr. Clymer names and remove Mr. Bukowski and Ms. Busse name; add the allowance of the projecting sign to extend 3' x 9"; add a subsection within conditions the wall sign shall comply with the hours of illumination as set forth by Section 7.4.3.1 of the Bylaw in the decision.

Mr. Clymer moved to approve decision as amended, Mr. Yacouby 2nd; all in favor.

Vote: Mr. Bettez, Mr. Clymer, Mr. Yacouby, Ms. Montella and Mr. Chin. Motion carried 5-0.

VII. Administrative Update

Ms. Busse discussed the Acton 2020 committee updates and status. The 9/26 meeting was cancelled.

Ms. Busse discussed the need to get more feedback and input on what should be accomplished for Phase III of the Implementation Phase and get things ready for Annual Town Meeting next year.

Ms. Busse discussed possible zoning changes and public meetings.

Mr. Bartl recommended asking for additional funding for the committee for Kelley's Corner. Create 2 phases - 1st part – have a consultant urban design architect to work on developing design guidelines to set framework for needed zoning changes. 2nd – seek funding for 256% engineering design plans for MassWorks Instructure Grant application for roadway system improvements; focus on bike and pedestrian improvements; re-do entire intersection. Ms. Busse would like to give an update at the next ATM.

Mr. Bartl stated staff has applied for a technical assistance grant through the Sate.

M. Bartl discussed the fall 2012 Course conference workshop given by DHCD. Board members discuss which course description would be most helpful to attend.

Mr. Michael Major, new Finance Committee member liaison to the Planning Board, introduced himself.

Motion to adjourn the meeting, 2nd, voted at 8:45 PM.